

November 16, 2007

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**Re: Delgado v. Williams Lea, Inc.  
C-07-03526 JSW - MED**

Dear Counsel:

As you know, I have been appointed by the District Court to serve as the mediator in this case under the court's Mediation program. Please be sure to review carefully ADR L.R. 6 which governs the Mediation program. I have previously sent you a resume describing my professional experience.

Pursuant to ADR L.R. 6-6, I will conduct a phone conference with all counsel before the formal mediation to discuss the following:

- The procedures to be followed;
- The nature of the case;
- Appropriate dates for the mediation and anticipated length of the session;
- The parties who must be present under L.R. 6-9 and the parties who need to be present to have a productive mediation session;
- Ideas to improve the effectiveness of the mediation session or matters that could pose impediments;
- Requirements for your written mediation statements;
- Any questions you might have about how I normally conduct mediations; and
- Any questions you might have about the mediation program.

I anticipate the telephone conference will last approximately one-half hour. I have set the telephone conference for **Wednesday, November 21, at 9am**. Before the telephone conference, please ascertain from your clients and any insurers a selection of dates upon which the mediation may be conducted. The final date the mediation can be held is **January 30, 2008**, based on the scheduling order.

My conflicts check revealed no actual or potential conflicts of interest under 28 U.S.C. §455(a) and (b), and I am not aware of any other circumstances that would compromise my impartiality or the appearance of impartiality.

I look forward to assisting you on this case.

Very truly yours,

JoAnne Dellaverson

Cc: Clerk's Office – ADR Unit  
Alice Fiel